

## CASTLE ACRE PARISH COUNCIL

### Minutes of the Parish Council meeting held in the village hall on Thursday 8 November 2018

**Present:** Mr M Hickey (MH) Chairman                      Mrs S Moister (SM)  
Mr S Allen (SA)    Mr N Patrick (NP)  
Mr T Hubbard (TH)

**In attendance:** Ms L Roast (Clerk), Mr J Moriarty (JM) (Borough Councillor), two members of the public

**Apologies:** Mr L Fisher (LF) Vice–Chairman, Mr M Tate (MT), Ms C Williams (CW), Mrs H Breach (HB), Mr G Middleton (County Councillor)

**74. Anglian Water (AW) –** MH welcomed four representatives from Anglian Water to the meeting.

The manager explained that from April/May 2019, AW will introduce a more natural waste management process at the existing sewerage works at the bottom of the Water Meadows by converting the works into a water recycling plant on the existing footprint of the current building. Waste will be then be pumped to Swaffham for treatment. No longer will treated water be pumped into the River Nar. Currently, the solids are collected and taken to the King’s Lynn sludge treatment plant for conversion into energy.

On being questioned about the expected housing growth in the village and its effect on water supply, AW considers that the 11-15 new houses off the Massingham Road wouldn’t make any impact on the water supply. While not a statutory consultee, AW does review any major housing planning application and advises planners and developers accordingly.

Maps were circulated showing the extended supply pipe from the five bore holes at North Pickenham, through Swaffham (water tower), Narborough, West Acre and finally Castle Acre. AW constantly monitors the flow rate. AW explained that the recent drop in water pressure was caused by a damaged, crushed valve outside the shop that blocked the flow. This has been repaired and the pressure is back up. AW can only react to a fault if residents report a change in pressure, or a leak, to their customer helpline on 03457-145-145.

MH thanked the AW representatives for their informative presentation.

**75. Minutes of PC meeting on Thursday 11 October 2018**

Mrs S Moister proposed and Mr T Hubbard seconded. Agreed.

**77. Actions from previous meetings**

**28. Bailey Gate –** the two posts are ready to be moved closer together, as positioned on the Stocks Green side of the Gate.

**49. County Council Highways funding –** Highways advised that £500 is remaining in Cllr Middleton’s NCC 2018/19 special fund for Highways alterations. Highways to clarify with him if this could be used for the proposed alterations to the island signage at the Town Lane/ Massingham Road junction, possibly adding a double sided directional sign to the Ostrich car park.

**51. Newton Road bridge flooding –** MH continues to chase Highways to re-dig out the silted drainage channels. This was first requested 18 months ago.

**99. Overflowing village litterbins –** the Borough Council can supply an extra green bin on the playing field but would charge £110 pa to empty it. MH asked JM to speak the Borough

Council to see if they could waiver this charge as the new bin would be next to the one for which the PC is already paying an annual emptying charge.

**27. On-street parking on the corner of Spar shop** – MH explained that the NCC Parish Partnership scheme will not fund 50% of the estimated £500 for a two-way convex traffic mirror with post. TH asked MH to speak to the shop owner about a contribution to costs. Allocating CIL transfers from future new house builds in the village may be an alternative funding source.

**28. Repositioning the Parish noticeboard at the Spar shop** – thanks to Mr Neal Patrick for erecting the notice board. Noted that the notice board would benefit from a coat of varnish.

**Directional sign on Stocks Green to the Ostrich car park** – the Clerk to ask Highways to make a draft design incorporating the wording within the dimensions of the existing sign. In principle, the Ostrich has agreed to meet the £304 cost of this new sign.

**56 South Acre Ford road closure consultation** – GM spoke to the Director for Environmental Services at County Hall concerning the Parish's concerns with regards to the poor level of consultation on restricting vehicle access to the ford. The director will compile all of the data from the last consultation and send it to the PC.

**SAM 2** – the repaired unit is now back in Castle Acre. A resident and MH will be trained on downloading traffic volumes and speeding data.

**57. Textile Bin at the Ostrich** - ELT has finally removed the bin. CW is finding a new supplier. The paper bank will be moved next to the two bottle banks.

**60 Hedges along south side of Bailey Street** - the Clerk has contacted the landowner who will trim back the hedges as soon as he can.

**66. Rights of way and open access land** – no further update from Holkham. The NP steering group is registering three parcels of land on the edge of the village as Green Open Spaces to prevent future developments and keep the access open for residents and visitors. The organised 'Mass Walk' on 7 October attracted over 90 adults, plus children and dogs and was deemed a great success. There were calls to repeat the walk again soon. MH proposed organising a walk on Boxing Day but Cllrs thought a Spring walk would be a better time.

**68 East of England Ambulance Service** - the Clerk has contacted the service with advice on the width restrictions up Bailey Street and through the Gate.

**69. Mayors Civic Awards** – no nominations. Roll over to the December meeting.

**70. Pot holes in De Warrenne Place** – the Clerk has chased Highways to complete the work.

## **78. PLANNING**

**18/01831/F - construction of dwelling and detached cart shed, following demolition of existing dwelling and retention of annexe at Fiddlers Hill Cottage, St James Road.** Cllrs voted to support the application. In the Council's opinion, the construction of the new dwelling and cart shed is sympathetic to the annex that was previously approved.

**18/01934/F - extension with garden room and bathroom at 93 Foxes Meadow.** Cllrs voted to support the application for this rear extension which in their opinion has no particular visual

impact on the area and is the correct scale and design for such an extension. The Council were told that nearby neighbours have been informed and have no objections to the plan.

**Holkham Massingham Road reserved matters (RM) planning approval developments:**

MH has relayed to Holkham Cllrs' criticisms of the draft layout of the extra four dwellings in the north west corner of the approved site for their architect to consider.

**79. Health & Safety matters (including tree report)**

No new H&S to report. Tree Report in hand. SM asked TH to look at the lime tree at the far west end of Stocks Green to check its health. TH reported that Holkham had started work on felling/reducing the worst trees down South Acre Road. There is more work to be done in the future. TH is meeting the Borough Tree Officer to review the state of the trees off the North Street alley to the playing field.

**80. Matters requested by Councillors**

**Review and approval of amendments to Action Plan 2016 -2021.**

The trod along Newton Road has been reinstated into the Plan, as agreed. MH has asked Highways for a cost estimate. TH requested that the aspiration for a Community Farm on the land adjoining the new school be deleted as there has been no consultation with the landowner. Agreed. MH proposed that the revised Action Plan with the above amendments be approved. Cllrs agreed. The Plan will now be uploaded onto castleacre.info.

TH checked out the feasibility of cutting a natural path on the wide grass verge down Newton Road from East Green to Sandy Lane. He suggests that the Council instructs its Greens cutting contractor to undertake a monthly cut from next March. Alternatively, NP offered to keep the path cut with his ride-on mower. The Clerk to obtain Holkham's permission for a trod and to request if they could cut the verge and apply weed killer the next time they are in the area.

**2019/20 Parish budget – extra spending proposals. 2019/20 PC election costs –** MH asked whether Cllrs had any additional expenditure proposals for the next financial year to add to the budget review in December - none at this stage. One budgetary consideration will be the maintenance cost implications if new areas of land are leased next year from Holkham. Also the PC election costs. The Borough Council can't supply an accurate figure until after the Local Government elections on 1 May 2019. Their estimate is a charge of £770 for an contested election but only £100 if nine nominations or fewer are received.

**81 Correspondence**

**Post box and Royal Mail** – the Royal Mail has confirmed that the post box at the Spar shop is on a 5-year rotation repainting schedule and will be painted sometime between 2019 and 2023!

**Additional street light on Massingham Road** – the shop owner has requested an extra street light opposite the bus stop in Massingham Road, claiming the road and footway are very dark there. A new pole and LED light will cost around £2,000 inc: VAT. Cllrs questioned the high cost and felt an extra light would be contrary to the Council's dark skies policy. Agreed that the street light further up Massingham Road can be converted now to LED which may improve illumination generally.

**Kids den on St James' Green** – Cllrs were shown a photograph of a den on the corner of Archer Lane in response to a letter of concern about road safety from a local resident. Cllrs felt that the den was far enough away from the road not to cause a safety issue. MH will inform the resident.

**Letter of thanks for paying website hosting fee** – the Council has received a letter of thanks from a resident.

**Condition of road surface North Street/St James' Green** – MH has contacted Highways about the poor road surface who will undertake a survey.

## 82. Reports

**Highways** – nothing to report..

**School** – waiting for an Ofsted inspection. The pupil intake is at full capacity for the first time in over 20 years.

**Village Hall** – LR reported: the next Ceilidh concert is on 23 November. Future maintenance work will replace the pediment bricks at the west end of the roof.

**CAPFA** – MH reported: CAPFA received a pitch improvement plan from the Institute of Groundsmen following an inspection of the playing field last April. The key priority is identified as a decompaction operation which is essential for aeration to allow air, water and nutrients to pass into and through the profile, increase drainage and improve the breakdown of organic matter (thatch). This will increase the infiltration of water through the soil profile and help the problem of waterlogging. CAPFA propose to instigate a programme of deep decompaction operations twice annually (October & May) with a vertical action machine. If funds permit, CAPFA will commission two more linear aeration and decompaction operations during the winter months depending on ground conditions. If funds are limited, then it will concentrate its operations in the identified areas suffering from greatest levels of compaction (e.g. the football pitch). Additional verti-draining each March is also advised. The decompaction operation is estimated at £700, the verti-draining is about £300. Norfolk FA is offering a one-off grant of £500. CAPFA may seek additional funding support from the PC at its December budget meeting.

**Neighbourhood Plan (NP)** – MH reported in MT's absence: the Locality Fund has approved our full grant application of £5,040 which will be paid into the PC's accounts and treated as a separate expenditure stream. The three main priorities are to commission a housing needs assessment, apply for three Green Open Spaces and undertake a 'in-house' traffic and parking survey. The updated timeline indicates a draft Neighbourhood Plan by end March 2019 and a referendum in June or July 2019.

**BCKLWN** – JM reported: nothing of note to impart on Borough Council activities.

**County Council** – no report.

## 83. Accounts to be paid

Mr Tim Hubbard proposed, Mr Neal Patrick seconded payments.

ACCOUNTS to be paid:

Berrymans Glass Recycling Ltd (URM UK Ltd)	£ 34.20 (£5.70 VAT)
E.on Energy (electricity)	£ 85.45 (£4.07 VAT) *
Gary Lake (2 <sup>nd</sup> payment for playing field grass cutting)	£950.00
Holkham Estates (£1, £2 and £10 for land rents 2017-18)	£ 13.00
Alexandra Boardman (allotment gate fixing)	£ 30.00

\* Invoice amount received after Agenda issue.

## 84. Village Maintenance

**Allotment gate and access** – in response to a request from an allotment holder, MH approved the immediate replacement of the old gate which was broken and blocked access. A resident kindly volunteered to make a new one, only charging £30 for materials.

**Tasks for Highways and Community Rangers** – Cllrs suggested that Orchard Lane, Little Lane and Archer Lane should be swept and tidied up as much as possible. The Clerk to inform Rangers.

**85 Public Question Time** – JM expressed his concern about reducing the width of the two posts on the Stocks Green side of Bailey Gate.

The meeting closed at 9.15pm.

The next full Parish Council meeting is on Thursday 13 December at 7.30pm.